

PLS. RETURN TO OSU
RECORDS

OSU, UNIV. OF THE PHIL.

RECORD ADM
UPD (Vice-Chancellor
Res. & Dev't)
(Enclosure)

UNIVERSITY OF THE PHILIPPINES
Quezon City

Excerpt from the Minutes of the 1124th Meeting of the Board of Regents held
on 24 September 1998

VI. POLICY MATTERS FOR APPROVAL OF THE BOARD

Matters recommended by the President for APPROVAL of the Board, the action of the Board being indicated at the end of each item:

...

H. **Proposal for the creation of the Office of the Vice-Chancellor for Research and Development in U.P. Diliman**

Rationale:

The U.P. System in general and UP Diliman in particular have made immeasurable contributions to the development and upliftment of the Filipino society not only because U.P. graduates invariably lead and man almost every Philippine development effort but also because of their important and strategic research outputs.

With the advancement of scientific research and the advent of information and transfer technology, the vital role of academicians and researchers in national development efforts in an increasingly global village is underscored. Such recognition has spawned the imperative for institutions to create offices for research and development to properly address, coordinate and meet the tremendous demand for research results. With advancing information technology, resource generation as well as the protection of research results can also be best implemented in an institutional setting.

At present, the function of overseeing research and development resides in the Office of the Vice-Chancellor for Academic Affairs. With more than 1,400 faculty members, more than 200 degree programs and 25 academic units, the academic concerns of UPD are just tremendous. Research is an important aspect of faculty academic work but its pursuit is another track distinct from and closely related to their classroom teaching. Enhancing research in a university requires providing it a distinct track as well as its own office.

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Functions and Responsibilities

The Office of the Vice-Chancellor for Research and Development (OVCRD) shall be headed by the Vice-Chancellor for Research and Development (VCRD) under the Office of the Chancellor of U.P. Diliman with the following functions and responsibilities:

1. Formulate policies and guidelines on research and development (R&D) which recognize and institutionalize R&D as a major undertaking of UP Diliman;
2. Assist in the generation of resources needed to support the R&D thrusts of UP Diliman;
3. Institute measures and procedures to coordinate with the proper offices and units any and all research activities at UP Diliman;
4. Assist UP Diliman personnel undertaking R&D by facilitating, coordinating and/or providing the necessary facilities, equipment as well as technical support for the purpose of achieving their R&D objectives;
5. Identify and prioritize areas of R&D and, for this purpose, to liais with relevant offices, agencies and institutions and to regularly inform and update the UP Diliman research community thereof;
6. Assist UP Diliman personnel undertaking R&D activities in the protection, licensing, patenting and/or copyrighting of their work as well as in the marketing thereof and, for this purpose, to coordinate with the University Intellectual Property Office (UIPO);
7. Establish a reward and incentive system for publications, including commercial applications where applicable arising from R&D activities;
8. Ensure accountability in terms of project commitment, completion and fund management;

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9. Maintain an updated master list of all R&D activities;
10. Implement such policies, guidelines and procedures for the conduct of R&D activities and shall be directly responsible to the Chancellor for the conduct and affairs of the office; and
11. Perform such other duties and functions as may be directed by the Chancellor.

Organization

1. To effectively carry out the functions of the OVCRD, there shall be the following units each of which shall be headed by a Director who shall be responsible to the VCRD, with the corresponding general functions:
 - 1.1 Resource Generation and Project Management Office - assistance in project development, institutional or otherwise; identification of local and foreign support/sources of fund and negotiations related thereto; overall project management for purposes of ensuring project accountability;
 - 1.2 Research Dissemination and Utilization Office - commercial applications and marketing of research outputs; IPR protection; publications.
2. Reorganization and/or abolition of offices with functions which overlap with the functions of the OVCRD shall be subject to the prior approval of the Board of Regents.

Budgetary Requirements

Budgetary requirements necessary for the operation of the office shall be charged to the account of UP Diliman.

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Effectivity

The creation of the Office of the Vice-Chancellor for Research
and Development shall take effect upon the approval of the Board of
Regents.

Board action: Approval.

CERTIFIED CORRECT:

Helen E. Lopez
HELEN E. LOPEZ
Secretary of the University
and of the Board of Regents

30 September 1998

cc:	The Vice President for Academic Affairs	<i>m</i>	<i>10/11</i>
	The Vice President for Finance and Administration	<i>y sil</i>	<i>10/1/98</i>
	The Vice President for Planning and Development		
	The Vice President for Public Affairs	<i>len</i>	<i>10/11/98</i>
	The Vice President for Info. and Comm. Systems	<i>ome</i>	<i>10/11</i>
	The Chancellor, U.P. Dilliman		
	The Chancellor, U.P. Los Baños	<i>Pharoun</i>	<i>10/1/98</i>
	The Chancellor, U.P. Manila	<i>JE</i>	<i>10/11</i>
	The Chancellor, U.P. Mindanao	<i>ome</i>	<i>10/11</i>
	The Chancellor, U.P. Open University	<i>Pharoun</i>	<i>10/1/98</i>
	The Chancellor, U.P. Visayas		<i>90.21</i>
	The Director, CBO, U.P. System	<i>Waka</i>	<i>10/1/98</i>
	The Director, HRDO, U.P. Diliman		<i>10/1/98</i>
	The University General Counsel, OLS	<i>WAK</i>	<i>10/1/98</i>
	The Auditor	<i>off</i>	<i>10.24</i>

Note: The Chancellors will please see to it that copies of this excerpt are furnished
to all units concerned.

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Excerpt from the Minutes of the 1132nd Meeting of the Board of Regents held on
24 June 1999

IV. POLICY MATTERS FOR APPROVAL OF THE BOARD

Matters recommended for approval by the President, the action of the Board being indicated at the end of each item:

B. Full implementation of the creation of the Office of the Vice-Chancellor for Research and Development (OVCRD), U.P. Diliman, which will entail the following:

1. Abolition of the Office of Research Coordination
2. Approval of the proposed staffing pattern of the OVCRD

The Board of Regents approved the creation of the OVCRD at its 1124th meeting on 24 September 1998. The office has since been activated with the appointment of Vice-Chancellor Demetria C. Bongga.

(Please see **Appendix A** for the proposed staffing pattern and other relevant documents.)

Board action: Approval

CERTIFIED CORRECT:

Helen E. Lopez
HELEN E. LOPEZ

Secretary of the University
and of the Board of Regents

5 July 1999

- cc: The Vice President for Academic Affairs
The Vice President for Finance and Adm.
The Vice President for Planning and Dev.
The Vice President for Public Affairs
The Vice President for Info. and Comm. Systems
* The Chancellor, U.P. Diliman*
* The Auditor

* Vice-Chancellor for Research & Development

*The Chancellor will please see to it that copies of this excerpt are furnished to all units concerned.

/sc ORC - *sent 7/19*
M. TULLADO

ni 7/15
glid 7/15
tan 7/15
marco 7/15
7-10-99
July 7/16
July 7/15